

# News Letter

AMERICAN MANAGEMENT  
ASSOCIATION

20 Vesey Street

New York, N. Y.

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March 25, 1927

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## **Production Executives' Conference**

Controlling Avoidable Manufacturing Expenditures will be the topic of a three-day conference at the Book-Cadillac Hotel, held by the Production Executives' Division with the cooperation of the Management Division of the American Society of Mechanical Engineers and the Society of Automotive Engineers.

The topics to be covered include:

1. Control Points in Manufacturing Expenditures.
2. A Purchasing Schedule that Abolished the Storeroom.
3. Stores' Control of Raw Materials.
4. Quality Inspection of Raw Materials.
5. Planning and Controlling Work in Process.
6. Production Control.
7. Reducing Manufacturing Expenditures Through Training Old and New Workers.
8. Controlling Expenditures During an Increase or Decrease in Output Schedules.
9. Controlling Expenditures During a Change in Design.

A copy of the program will be sent to anyone interested.

## **Financial Executives' Conference**

In Chicago, April 21 and 22, the Financial Executives' Division will meet at the Palmer House to consider a program prepared by a committee of which E. R. Breech, Comptroller, Yellow Truck & Coach Manufacturing Company, is Chairman. James O. McKinsey is

Chairman of a sub-committee which has prepared the April 21 program on "Functions of Financial and Accounting Executives" (treasurer, comptroller, auditor, chief accountant, secretary). A. L. Lalumier, Assistant Treasurer, Armour and Company, is Chairman, and R. H. Heberling, Supervising Engineer, Business Research Corporation, Acting Chairman of a committee which prepared the April 22 program on "Necessary Financial Statements and Statistical Reports."

To these committees the Association is indebted for the finest program ever prepared for the Financial Executives' Division.

The Association will be glad to send a program to any person interested.

### **Institute of Management**

The work of the Association's Committee on Management Research Methods and Qualifications bore fruit at the Board of Directors' meeting during the Winter Convention, when the Institute of Management—a research group of the American Management Association was formed by vote of the Board of Directors.

The stated purposes of the Institute are as follows:

1. To promote the study, development, and use of scientific methods of research in the management field, encourage the recording of the methods used, and cultivate an appreciation of the usefulness of such methods of solution of management problems.
2. To determine, formulate and declare the fundamental principles of management and to standardize management terminology and definition.
3. To encourage, through professional recognition, those who are competent users of scientific methods of investigation in the management field, and especially those who have made substantial contributions to the science of management by the discovery of management principles or the development of new management research methods.
4. To promote the coordination of the man-

agement research activities of the users of scientific methods of investigation in the various fields, and furnish a forum for the interchange of information between them.

There will be two classes of membership in the Institute—namely, Fellow and Member—the requirements for which will be entirely under the control of the Institute.

The first Executive Committee was elected by the Board of Directors. This Executive Committee then elected the following officers:

President—Stanley P. Farwell.

Vice-Presidents—Leon P. Alford and Harry Arthur Hopf.

The Treasurer and Managing Director of the Association act respectively as Treasurer and Secretary of the Institute. H. G. Kenagy, of Armour and Company, is Chairman of the Committee on Meetings and Publications; Leon P. Alford is Chairman of the Committee on Charter and By-Laws, and Harry Arthur Hopf is Chairman of the Committee on Admissions.

### **Nominating Committee**

The following were elected as members of the Nominating Committee to nominate 25 members for the Board of Councillors for the two-year term, 1928-1929:

Martin Dodge, Manager, Industrial Bureau, Merchants Association of New York, *Chairman*.

Melville D. Liming, Secretary, Boston Chamber of Commerce.

Charles W. Garrett, Statistician, Pennsylvania Railroad System.

A. B. Gates, Assistant Manager, Industrial Relations, Commonwealth Edison Company.

H. J. Taylor, Assistant to President, Jewel Tea Company, Inc.

Members should send the Chairman suggestions of any persons who would make good members of the Board of Councillors.

## **Foreign Meetings**

The Third International Congress of the Administrative Sciences is meeting in Paris next June probably about the 20th of the month. The first of the Congresses was held in 1910 in Brussels, the second, interrupted by the war, was held in Brussels in 1923, and the third is to be held in Paris as indicated. Members of the American Management Association may be interested in attending especially in view of the fact that the National Chamber of Commerce is to meet in Stockholm from June 29th to July 2nd.

The International Association for the Study and Improvement of Human Relations and Conditions in Industry will meet at one of the Italian Lakes, June 17-25, 1927.

## **Marketing Executives' Conference**

Details of the Marketing Executives' Conference, to be held in Philadelphia, May 18 to 20, will appear in the next NEWS LETTER, about the middle of April.

## **New Members**

The following members have joined the Association since February 15, 1927:

### **Class B Research Sustaining**

Diebold Safe & Lock Company

### **Company**

Buffalo Foundry & Machine Co.

Canada Dry Ginger Ale, Inc.

Continental Mills, Inc.

Crouse-Hinds Company

H. E. Fletcher Company

Libby, McNeill & Libby

New England Laundries, Inc.

The Philadelphia Electric Company

Smith, Kline & French Company

### **Individual**

Nineteen individual members have joined the Association during the month of February.

